

To: Helena Flats Land Use Advisory Committee, Flathead County Planning Office  
From: Pete Burkett, Shirley Anderson  
Re: Minutes of September 4, 2008 meeting  
Date: September 9, 2008

**Meeting called to order** by Pete Burkett at the Helena Flats School Conference Room  
**HFLUAC attending** were members Pete Burkett, Shirley Anderson, Joe Ruffolo, Marc Hinrichs, Jan Stephens, Marc Hinrichs, Loren Vranish excused

**Minutes from April 14 were reviewed & accepted**

**Public Comments: None**

**Communication: None**

**Committee Reports:** No subdivision activity. Jan submitted business info for inclusion on HFNPlan list.

**Old Business: Finances:** Balance \$68.90

**New Business:**

**Discussions:**

**Political changes.** Because we will have a new commissioner in 2009, Joe Ruffolo encouraged a meeting with Commissioners in 2009 to re-educate.

Shirley reported -there are no significant changes in SD Regs that would affect us.

-the impact study has been placed on hold.

-The Helena Flats Neighborhood Plan need not be reviewed until November 28, 2012 , five years from when it was adopted into the Flathead County Growth Policy.

The Planning Office and the Planning Board studied the plan and determined the following taken from November 28, 2007 Planning Board Action:

“Both bodies have determined that the Helena Flats Neighborhood Plan should not be updated until its statutorily required five year review.”

**How does HFLUAC best maintain its credibility:**

1. Communication with each owner and with planning officials.
  - a. Maintaining ownership list, Linda Johnson will work with Shirley in November with the annual update.
  - b. Suggestions for 2009 annual letter include update on ownership stats, N Plan update 2012, School info, school landscaping, Knife River reclamation, 2008 high water, website info, need for financial support.
  - c. Jan regularly checks subdivision applications. She will maintain folder of NPlan sds, entering those newly approved; first page of application, plat map, committee response in time for either Planning Board hearing for a major sd or commissioner hearing for a minor sd. File any conditions imposed in sd folder. Prepare HFLUAC response to SD proposal for committee changes and/or approval. .
  - d. Joe Ruffolo will prepare a website with the assistance of Becky Woywod and Shirley. He will notify committee for approval or suggestions of first draft. Investigated costs, \$4.99 best buy. He will pay for first year. Notify realtors of website as helpful. Website has the potential of email accounts and a blog. Marc moved to pursue website, Jan seconded, unanimous yes.
  - e. Maintain good communication with planning office, planning board, and Commissioners by attendance at meetings relevant to HFNPlan.
  - f. Committee members keep informed of nplan area via notebooks updated annually, and county planning issues relevant to NPlan.

## **New Business continued, Discussions**

### **Regularly scheduled HFLUAC meetings**

Shirley suggested regularly scheduled meetings be limited to three times a year; first Thursday of October, February, and June. Special meetings will be called as needed. Committee voted unanimously in favor. (See below for summary of HFLUAC jobs to complete at each of the three meetings.)

### **Membership of HFLUAC**

Two four year membership terms end December 31, 2008; Jan Stephens and Loren Vranish. FCPZ will send notification end of September with an opportunity to re-apply. Jan has indicated she will re-apply. Loren?

### **Adjournment 9 p.m.**

Agendas and cancellations are posted:

- on the Internet: [co.flathead.mt.us/fcpz/landagendas.html](http://co.flathead.mt.us/fcpz/landagendas.html), scroll down to HFLUAC (Helena Flats Land use Advisory Com.)
- at Helena Flats School
- the Planning Office, FCPZ, 1035 First Avenue West, Kalispell, MT

Copies of The Helena Flats Neighborhood Plan are available on the Internet and at the Planning Office.

Helena Flats landowners and residents are encouraged to attend HFLUAC meetings. You may contact Chairman Pete Burkett, 257-0719; Shirley Anderson, 257-2654; or Jan Stephens, 755-1605 with questions. A time for resident input is scheduled at each meeting.

### **Agendas for three HFLUAC Meetings should include:**

#### **October, first Thursday:**

- Review of pertinent activities since June meeting**
- Review memberships ending in December, ask for re-ups. Applications due November.**
- Plan for year.**
- Suggestions for annual letter.**
- Stress any communication from HFLUAC, letter, website, etc. must have approval.**

#### **February, first Thursday**

- Election of officers**
- Notebook updates**
- Finalization and approval of annual letter.**

#### **June 4, first Thursday**

- Reaction to annual letter**
- Assessment of fall/winter work past year**
- Suggestions for fall/winter work coming year**